



## FIRST THINGS FIRST

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### Arizona Early Childhood Development & Health Board

**January 12, 2011**

**4000 North Central Avenue**

**Phoenix, Arizona 85012**

**9:00 a.m.**

### ***Policy and Program Committee***

### ***Meeting Minutes***

**Members Present:** Dr. Pam Powell, Bill Berk, Gayle Burns, Randal Christiansen, Colleen Day (Co-Chair of the Family Support and Literacy Advisory Committee), Ida Rose Florez, Julianne Hartzell, Toni Harvier, Naomi Karp, Kenton Laffoon, Laurie Smith, Kim Van Pelt

**Members Absent:** Amy Corriveau, Mary Ellen Cunningham, Eva Marie Shivers, Brad Willis

**Special Guests:** Michael Kelley and Juan Sanchez, Co-Chairs of the Early Learning Advisory Committee

**Advisory Committee Members** Marilee Dal Pra, Co-Chair of the Family Support and Literacy Advisory Committee was unable to attend.

**Members** Jeanette Shea and Pat VanMaanen, Co-Chairs of the Health Policy Advisory Committee

**FTF Staff Facilitators:** Karen Woodhouse, Amy Kemp, Michelle Katona, Sandy Foreman

Chair Powell called the meeting to order at approximately 9:15 a.m. with introductions and asked for a moment of silence in acknowledgement of the tragic shooting of Congresswoman Giffords, staff and several citizens attending a community event in Tucson on January 8<sup>th</sup>.

Minutes of the November meeting were reviewed and Member Hartzel motioned for approval, motion was seconded and minutes were approved without change.

Karen Woodhouse provided a review of the Committee Charter and informed Members that it would be finalized soon. Karen introduced the Co-Chairs of the three Advisory Committees and invited each to say a few words if they so chose.

Pat VanMaanen, Co-Chair spoke on behalf of the Health Policy Advisory Committee. She shared that the first meeting focused on a historical overview and work from the previous Health Advisory Committee and how it was formed, as well as the outcomes and priorities developed through the Arizona Early Childhood Task Force. The next meeting will focus on building the foundation of the group so that all members are on the same platform regarding health issues, as well as setting the priorities of the Health Advisory Committee.

Karen Woodhouse identified the other Co-Chairs of the Advisory Committees as well as provided a brief introduction of the facilitators. Leslie Anderson, National Early Childhood Consultant has been working with FTF since its inception and has served as a constant guide. Leslie will facilitate the Health Policy and Early Learning Advisory Committees. Linda Cannon is widely known throughout the state and has worked with many state agencies during the years and will be facilitating the Family Support and Literacy Committee. Linda also has assisted with the work of FTF through the past few years.

All meeting materials and related documents related to the work of the Board Committees and Advisory Committees will soon be posted on the FTF Website and an e-mail with the links will be sent in the coming weeks.

Rhian Evans Allvin informed Members of a meeting scheduled for January 31<sup>st</sup> with external and Tribal Partners to discuss capacity building, especially in rural areas. Follow up from this meeting will be provided at a later date.

Karen Woodhouse and Committee Members reviewed the meeting materials beginning with financial updates. Member Shea questioned if the un-awarded funds for FY2011 would be rolled over to FY2012. Michelle Katona replied that the majority of un-awarded funds were regional monies and that the Regional Partnership Councils (RPCs) were looking at how to move the funds out into the communities. There are three Request for Grant Awards (RFGA) being released today but by the time the procurement

process is completed it will be six months or so before the funds could be expended. This would then show funds actually being expended in 2012 not in 2011 and why the funds currently show as un-awarded in 2011. Member Berk requested the RFGA process be clarified. Rhian Evans Allvin shared that FTF is working on a more streamlined process but that the procurement system is really outside of FTF control. The Arizona Department of Administration Procurement Office follows strict rules on the procurement and reimbursement process. This can make it hard for community partners and agencies in rural areas which are not able to meet procurement standards. Some larger agencies and non-profits in rural communities may be volunteering to act as fiscal/funding agents to smaller agencies/non-profits. FTF is looking at a variety of ways to streamline the process for grantees while still abiding by state laws. Tribal Regional Councils experience unique challenges and successes in the procurement process. This work has been more difficult than anticipated but Tribal Representatives and Partners such as the Indian Health Services are looking at where Tribes can assist Tribal Regional Councils to implement strategies which are new to Tribal communities.

Michelle Katona announced that Regional funding plans for FY2012 were being completed and information would be presented to the FTF Board at the next meeting.

Chair Powell introduced Beverly Russell who gave an update on Tribal Affairs. Beverly highlighted travel and check presentations made throughout October and November. FTF continues to experience good relationships with Tribal Leadership. The Dental Association of Arizona, the Arizona Department of Health Services and the Arizona Department of Education are working together to host the first Arizona Tribal Oral Health Summit in April 2011 with FTF facilitating a session. FTF has been active in collaborations with the Indian Health Center Workgroup. With this networking relationship, FTF, Zero to Three and the Inter Tribal Council of Arizona have partnered to develop the first Infant Roundtable.

At the previous meeting Member Burns inquired of a statewide immunization program, specifically what is provided and who is responsible for such services if available and whether FTF could mandate all children having immunizations for any of the FTF funded programs. Karen Woodhouse shared a response prepared by Member Cunningham who was not able to attend. Meeting materials included information from the Arizona Department of Health Services, Office of Immunizations on vaccine programs. Member Christensen reported that data on funding reimbursed to staff and doctors from the State is not enough and that Fire Departments also sees a loss in administering vaccines because of the supposed link between immunizations and Autism. Although we know this is completely incorrect, immunization numbers have continued to decline.

Chair Powell announced that the next meeting will be held on April 6<sup>th</sup> and the Committee agreed to move the start time from 10:00 to 9:00 a.m. and the meeting adjourned at approximately 12:00 p.m.